

ST. HELENA PARISH POLICE JURY
APPLICATION FOR COMMUNICATIONS TOWER/ANTENNA PERMIT

I. Type of Application (Check where applicable)

☐ New
☐ Renewal _____ (Permit Number)
☐ Addition
☐ Abandonment
☐ Variance

II. OFFICE USE ONLY

Date: _____ Permit No. _____

For Year: _____

Total Fees Due: _____

Total Fees Paid: _____

Received By: _____

III. TOWER OWNER OR LESSEE (Circle One)

Name: _____

Address: _____

City: _____ State: _____ ZIP: _____

Telephone: _____ Fax: _____

IV. LOCAL OR STATE EMERGENCY CONTACT (If different from Section III)

Name: _____

Address: _____

City: _____ State: _____ ZIP: _____

Telephone: _____ Fax: _____

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V. AGENT FOR SERVICE OF PROCESS

Name: _____

Physical Address (No PO Boxes): _____

City: _____ State: _____ ZIP: _____

Telephone: _____ Fax: _____

VI. TOWER/ANTENNA DESCRIPTION AND PROPOSED USE

A. Height: _____

B. If Abandonment, proposed date of completion: _____

C. FCC License No. (If Applicable) _____

D. FCC Registration (If Applicable) _____

VII. PROPOSED LOCATION OF TOWER OR ANTENNA

A. Physical Address of Proposed Location: _____

B. Property Owner's Name, Address & Telephone: _____

VIII. THE FOLLOWING DOCUMENTS MUST BE SUBMITTED WITH YOUR COMPLETED APPLICATION

- a. Three (3) copies of the design drawings with Louisiana-licensed engineer's seal
 - b. Legal description of proposed tower/antenna site
 - c. Copy of survey performed by a licensed surveyor (must include landowners names)
 - d. Copy of USGS Map with proposed site clearly marked
 - e. Copy of FCC Permit (if applicable)
 - f. Copy of FAA Certification (if applicable)
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IX. APPLICATION FEES: FEES ARE TO BE SUBMITTED WITH COMPLETED APPLICATION AND REQUIRED ATTACHMENTS. MAKE CHECK PAYABLE TO THE ST. HELENA PARISH POLICE JURY.

_____ Annual Registration Fee (\$1,500.00)	\$ _____
_____ Variance Request Fee (\$1,000.00)	\$ _____
_____ Change of Ownership or Lessee, or Addition of Owner or Lessee (\$500.00 per change)	\$ _____
_____ Variance Fee (\$1.00 per Foot) Height _____ Distance _____	\$ _____
_____ Penalty Fees	\$ _____
_____ Delinquency Fees	\$ _____
TOTAL FEES INCLUDED WITH APPLICATION	\$ _____

X. CERTIFICATION: I ACKNOWLEDGE RECEIPT OF THE ST. HELENA PARISH ORDINANCE ON TOWER COMMUNICATIONS AND HAVE A CLEAR UNDERSTANDING OF THE PROVISIONS CONTAINED THEREIN. I CERTIFY THAT ALL STATEMENTS AND INFORMATION PROVIDED WITH THIS APPLICATION, INCLUDING ALL ATTACHMENTS, ARE TRUE, COMPLETE, AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Printed Name of Applicant: _____

Signature of Applicant: _____

Date of Application Submittal: _____

XI. ALL INFORMATION PROVIDED HEREIN WILL BE AVAILABLE FOR PUBLIC INSPECTION. IF APPLICATIONS ARE FILED INCOMPLETE OR WITHOUT THE REQUIRED ATTACHMENTS, THIS WILL DELAY THE PROCESSING OF YOUR APPLICATION AND MAY CAUSE IT TO BE RETURNED TO YOU FOR FURTHER INFORMATION AND COMPLETION.

XII. ST. HELENA PARISH POLICE JURY SIGNATURE ACCEPTING APPLICATION AND AUTHORIZING PERMIT:

SIGNATURE: _____